



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 4-13-16	Interviewer: Mohammed Cato	RFA #16 – 08
Name of Person(s) Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Status of Person(s) Interviewed (title, position, student status, etc.): Student		
Requested Assistance Pertaining To (name, position, policy, project, etc.): [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male Female Administrator Faculty Staff Student
Concern Regarding: Male Female Administrator Faculty Staff Student

Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Veteran Status
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
<input type="checkbox"/> Sex/Gender	x Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Employment	<input type="checkbox"/> Genetic Information
<input type="checkbox"/> Gender Identity or Expression				

Time Line		
Date	Item	Comments
4-13-16	MC meets with [REDACTED] at EO Office	[REDACTED] shares that he is taking a class instructed by Tara Perry and that his project partner [REDACTED], has been "hitting" on him. [REDACTED] shows MC several Facebook exchanges where [REDACTED] acknowledges flirting with him and says that he is cute. [REDACTED] also mentions that [REDACTED] has mentioned that she is in a polyamorous relationship, implying that she has a partner but is allowed to do stuff with other people. [REDACTED] says that he has asked [REDACTED] to stop flirting but she continues to call him cute. [REDACTED] says the relationship took a downward spiral when he indicated that [REDACTED] was being inappropriate and too forward. At this point, [REDACTED] is requesting that he gets a new partner and prefers not to have contact with [REDACTED]. [REDACTED] says that he doesn't wish to file a complaint. MC mentions that he will need to talk to [REDACTED] and then Dr. Perry. [REDACTED] agrees.
4-13-16	[REDACTED] emails MC screen shots of his facebook exchange with [REDACTED]	
4-15-16	MC emails [REDACTED] to	

	set up a time to meet	
4-18-16	Tara Perry leaves a message for MC to contact her about a student report of sexual harassment	
4-18-16	Tara and MC talk	Tara informs MC that [REDACTED] disclosed his concerns about [REDACTED]. Tara indicates that she has spoken to both students and has separated them; they are no longer project partners but both are okay with remaining in the class. MC says that he is waiting to hear a response from [REDACTED] because he would like to get her account of what transpired and have a discussion about sexual harassment. MC indicates that he will follow up with both students.
4-19-16	[REDACTED] emails MC and they schedule a time to meet	
4-20-16	MC meets with [REDACTED]	MC discusses [REDACTED] concerns with [REDACTED] and also has a conversation about sexual harassment (what it means, its impact, repercussions and retaliation). MC also shows [REDACTED] copies of the facebook exchanges between herself and [REDACTED]. [REDACTED] admits to making flirtatious comments but says that [REDACTED] initially propositioned her and she did not accept because she was in a polyamorous relationship and her primary partner has rules. MC suggested that her and [REDACTED] refrain from communicating with each other and [REDACTED] indicated she was happy to cease communications with [REDACTED]. MC informed [REDACTED] that he would have a follow up conversation with [REDACTED] but that she should contact MC if she has any questions or concerns, or [REDACTED] tries reaching out to her.
4-21-16	MC follows up with [REDACTED] via phone	[REDACTED] indicates that he is happy with the way matters have been resolved and agrees not to have contact with [REDACTED]. MC also informs him that he should contact MC if [REDACTED] attempts to contact him.